



TOWN OF SHREWSBURY

Richard D. Carney Municipal Office Building
100 Maple Avenue
Shrewsbury, Massachusetts 01545-5398

Minutes August 18, 2016

Present: Donna O'Connor, Gene Buddenhagen, Bretta Karp, Judy Vedder, Christopher Rutigliano, John Cygielnik, Patrick Pitney, Mark Adler, Hannah Kane

Also: Daniel Morgado, Patricia Sheehan, John Covey and Raj Patel

Call to order at 7:01 PM by Ms. O'Connor using a meeting notice with attachments dated August 10, 2016 (revised).

Acting chair Ms. O'Connor welcomed the re-appointed members of the Committee (Judy Vedder/Gene Buddenhagen) and newly appointed member (Mark Adler).

Under re-organization, Mr. Buddenhagen nominated Donna O'Connor as chair, Patrick Pitney as vice-chair and John Cygielnik as clerk for the upcoming fiscal period. There were no other nominations and the Committee voted unanimously for this organization of the Committee.

On a motion by Ms. Karp and second by Mr. Pitney, the Committee voted to accept the minutes of the June 16, 2016.

On a motion by Ms. Kane, second by Ms. Karp, the \$2,582.59 Reserve Fund Transfer (FY 2016) dated July 6, 2016, signed by Mr. Pitney was ratified by the Committee.

Ms. Sheehan was present to review with the Committee the circumstances of the staffing of her office. The situation and proposal was outlined to the Finance Committee in a memo dated July 25, 2016, sent under separate cover. The current temporary workaround whereby Mr. Lund is being allocated full time hours in the Office of the Building Inspector was acknowledged and reviewed. After an extended period of decision, the Committee indicated support for the article on the upcoming Special Town Meeting to add funding to the Office of the Building Inspector.

Mr. Covey and Mr. Patel were present to discuss the re-purposing of \$32,500 in the FY 2016 MIS Support budget. Materials were provided to the Committee under separate cover. After an extended period of discussion, the Committee acknowledged that this re-purposing was being undertaken and found the proposal and explanation satisfactory.

Mr. Morgado provided a general overview on how the Town finished up FY 2016. He advised that there were no surprises and that he thought the Free Cash balance would be higher than

projected as both turn backs and Schedule A looked very good. All was subject to final adjustments. He made mention of the PAYT, State Aid and Schedule A reports provided previously.

Mr. Morgado spoke briefly on the DLS report on the subject of the financial management structure of the Town that was provided under separate cover. He hopes to have the personnel and public works functions studied during FY 2017. He also spoke on the matter of the upcoming transitions that will be taking place among the several senior staff and town manager positions.

The next regular meeting of the Committee will be September 22nd when there will also be a public hearing on the Special Town Meeting warrant (STM is September 26th at 7:00 PM).

The meeting adjourned at 8:07 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Daniel J. Morgado", with a stylized flourish at the end.

Daniel J. Morgado
Town Manager

Referenced Materials

Meeting notice with attachments dated August 18, 2016

Transfer request as noted

Memo from Mr. Morgado dated July 25, 2016

Email with attachments dated August 15, 2016

Various financial reports encompassing PAYT, State Aid, Schedule A

DLS Report dated June 2016